



VoteRiders North Carolina Voter ID Coalition Coordinator

OVERVIEW

Founded in April 2012, VoteRiders is the country's leading nonpartisan organization focused on voter ID education and assistance. We work nationwide with a focus on states with voter ID laws and competitive federal elections. In the 2022 election cycle our programs directly reached over 7 million voters. Our on-the-ground programs, partnerships, and digital campaigns raise awareness of voter ID laws, making sure voters know what ID they need to vote and providing completely free ID assistance to voters in need. Our programs identify, educate and help voters with voter ID issues so they can vote with confidence, knowing they cannot be turned away.

Targeted voter ID education and assistance in North Carolina is crucial in the wake of the recent reinstatement of the state's 2018 voter ID law, which had previously been blocked by the courts.

At present, our National Voter ID Assistance Director serves in a part-time capacity as the North Carolina Voter ID Coalition Coordinator. As VoteRiders continues to grow in NC in response to the quickly-rising need for our work, we are seeking a highly-motivated full-time North Carolina Voter ID Coalition Coordinator to lead VoteRiders' outreach in the state and grow our impact there. The North Carolina Voter ID Coalition Coordinator will work with democracy organizations throughout the state to help educate voters, raise awareness of the new voter ID law, and ensure all voters who plan to vote by mail or in person have an acceptable identification to cast a ballot that counts. They will also work with direct service providers to provide free ID assistance to eligible voters in need.

This individual will work closely with VoteRiders' National Outreach Director, our National Voter ID Assistance Director (based in Charlotte, NC), and our Executive Director in planning and executing the North Carolina outreach program. The North Carolina Voter ID Coalition Coordinator will be the main contact with state-based democracy partners in North Carolina, including voter engagement organizations as well as direct service providers that serve communities disproportionately impacted by voter ID laws.

Remote work from a home office is possible, but candidates must be physically based in the state of North Carolina to be considered for this position. While candidates from across North Carolina will be considered, we have a preference for candidates based in or willing to relocate to Raleigh, NC or a nearby community. The North Carolina Voter ID Coalition Coordinator reports to our National Outreach Director.

COMPENSATION

This is a full-time position with an annual salary of \$55,000 - \$70,000/year, as well as a monthly remote work stipend, healthcare benefits, paid sick leave, and paid time off per the policies outlined in VoteRiders' Employee Handbook.



PRIMARY RESPONSIBILITIES

70% Partner Outreach and Relationship Management

- With the National Outreach Director, develop a state-specific strategic plan for partner outreach and support to educate and assist partner organizations and voters about the new ID law and overcome barriers to voting
- Building on previous VoteRiders work in North Carolina: identify, establish, and maintain meaningful partnerships with a diverse range of statewide and local organizations to support voter ID outreach and assistance, including voter engagement groups and direct service providers
- Strengthen and support a coalition of organizations statewide to incorporate VoteRiders' tools and services into their work
- Craft and execute plans for North Carolina partners to incorporate voter ID outreach, education, and assistance into their programs, including referrals of voters with ID issues to VoteRiders
- Work with partner organizations to provide voter ID education, support and training as needed, implement programming, and track results
- Build the capacity of partner organizations and their staff/volunteers to provide voters with the ID information and assistance they need

20% Voter and Volunteer Engagement

- Proactively offer as well as respond to voter ID information and assistance needs of North Carolina voters, including directly assisting North Carolina voters to obtain their state ID if needed
- Assist in the recruitment, training, and oversight of a diverse group of VoteRiders volunteers who can support VoteRiders activities in the state and virtually, including through the implementation of Voter ID Clinics and the provision of virtual voter ID assistance

10% Reporting

- Maintain and regularly update the portions of the voter-intake and partner-outreach database concerning North Carolina
- Complete weekly North Carolina outreach reports, ensuring timely and comprehensive reporting on established program metrics of success
- Track and reconcile expenses associated with the organization of program activities, Voter ID Clinics, and voter ID assistance
- Document stories, visually and otherwise, of voters assisted, including the steps taken to obtain an acceptable ID and capturing impact stories for posting on social and digital media as well as through traditional media
- Other special projects as needed, including assisting with overall organizational efforts and priorities on an ad-hoc basis

QUALIFICATIONS

Required



VOTERIDERS

VOTER ID HELP

- Lives in (or willing to relocate immediately to) North Carolina. Please note that relocation funds are not included.
- At least four years' experience in similar role, including community organizing experience
- Ability to build strong and sustainable collaborative relationships that achieve actionable results
- Exceptional interpersonal skills, motivation, and entrepreneurial spirit
- Demonstrated ability to manage details, resourcefully solve problems and follow through with minimum direct supervision
- Excellent written, verbal and interpersonal communications skills; strong communicator, precise, compelling and diplomatic
- Experience and ability to work with diverse and at-risk communities
- Regular access to a reliable computer, internet signal, and cellphone
- Strong computer skills, including Microsoft Suite and Google Suite with aptitude to learn new software and systems
- Willingness to travel within North Carolina with access to readily available and reliable transportation

Preferred/Plus

- Spanish or additional relevant language skills
- Experience with VAN
- Existing relationships with North Carolina democracy, direct service, and/or community organizations
- Experience working within the political arena combined with experience at another not-for-profit organization
- Experience with digital storytelling methods

EQUAL EMPLOYMENT OPPORTUNITY POLICY

VoteRiders is committed to diversity among its staff. VoteRiders is an equal opportunity employer. All employment decisions at VoteRiders are based on our mission and program needs, job requirements and individual qualifications, without regard to age, race, color, national origin, religion, sex, sexual orientation, disability, or any other legally protected basis. VoteRiders will not tolerate any unlawful discrimination or harassment.

TO APPLY

To apply, send a resume, cover letter and contact information as well as current or former working relationships for three references to Jobs@VoteRiders.org. Please note that references will not be contacted without your permission. Include in the subject line: your **last name** and **North Carolina Voter ID Coalition Coordinator**. Applications will be accepted until the position is filled. Please include where you saw the job post or how you learned of the open position.